

## Summary Minutes

### **Emergency Medical Services Regulatory Board**

Executive Committee Meeting  
Wednesday, August 25, 2010, 9:00 a.m.  
2829 University Avenue SE, Suite 310  
Minneapolis, Minnesota

#### Executive Committee

##### Members Present

Pat Lee (by phone)  
Kevin Miller  
Gary Pearson (by phone)

#### Guests

Darrel Rade  
Ron Robinson (by phone)  
Bill Snoke (by phone)

#### Staff Present

Katherine Burke Moore  
Talia Landucci  
Melody Nagy  
Debby Teske

##### Members Absent

Paula Fink-Kocken, M.D.  
James Rieber

#### **I. Call to Order**

Mr. Miller called the meeting to order at 9:10 a.m.

#### **II. Approval of Agenda**

Mr. Pearson moved approval of the agenda. Mr. Lee seconded. Voting yes: Mr. Lee, Mr. Miller, and Mr. Pearson. Motion carried.

#### **III. Approval of Minutes**

The minutes were tabled until the next meeting because they have not been reviewed by the members.

#### **IV. Budget Preparation Process**

Mr. Miller said that he spoke with Mr. Rieber about the budget. Mr. Miller said that Ms. Burke Moore provided a draft budget document. Mr. Rieber responded to Ms. Burke Moore regarding that document.

Ms. Burke Moore said that we have not gotten clear direction on what our budget is going to be. Minnesota Management and Budget (MMB) has communicated information regarding cuts to cabinet level agencies and select agencies, which may not apply to the EMSRB. Ms. Burke Moore said that she prepared a document for the Executive Committee. Ms. Burke Moore said that she is working on a line by line budget document with Ms. Vangsness but we are waiting for further information from MMB.

Mr. Lee said that Ms. Burke Moore has not completed the budget information requested by the Board chair. Ms. Burke Moore said that she is working on the budget numbers. She said that she can only give preliminary information to the Board and the Finance Committee at the meeting in September.

Mr. Miller said that Ms. Burke Moore was asked to work on the budget document with the Finance Committee. The documents will be agreed upon by the Finance Committee.

Mr. Lee said that Ms. Burke Moore will need to redo the proposal for the September Finance Committee meeting. There is a difference in what is required to MMB. The

Executive Committee is asking for the effect of the budget cuts. Changes will not be made until this happens. The Executive Committee wants to be able to defend the budget and needs to consider the options.

Ms. Burke Moore said that we will not have a completed document for the September 10 meeting. There are items to discuss. Ms. Burke Moore and Ms. Vangsness will both be on vacation until September 9. The information brought to the September 10 may not be the final product.

**V. 2011 Legislative Session**

Mr. Miller said that the Legislative Committee will be meeting on September 10 and will review the following:

Housekeeping bill  
Complaint Review Panel  
Education standards  
Inspections

Ms. Burke Moore said we do not want inspection details in statute because it is difficult to change. This should be discussed at the committee meeting.

Mr. Miller said that Mr. Snoke provided information to him on a bill that changes Minnesota Statute 214.04. This includes new and “clean-up” language. This requires that complaint information is provided to the Attorney General’s office and they provide information to the boards. Ms. Burke Moore said this will delay actions by the Board.

Ms. Burke Moore said that this should be discussed by the Legislative Committee. It was discussed with the Executive Directors of the Health Licensing Boards at their monthly forum. Ms. Burke Moore said that she will provide the language to the Executive Committee. Ms. Burke Moore said that the intent is to make this an “even playing field” for those under investigation. If the bill is introduced it most likely will have a large fiscal note. It would affect all licensing boards. Mr. Miller asked that this information be provided to the Executive Committee as soon as it is received.

Mr. Snoke said that there will be a hearing on this in September. More information will be provided at the hearing.

**VI. National EMS Educators Standards Workgroup Report**

Ms. Teske said that the work group has been meeting every two months and is ready to make recommendations to the Board at the September meeting. Brad Wright and Dr. Satterlee are co-chairs of the workgroup. Dr. Satterlee is developing a presentation to be provided at the community level once the recommendations have been acted on by the Board. The regional programs are working with members of the workgroup to provide this meeting to other locations by ITV.

Ms. Teske said that the workgroup recommendations include legislative change. The recommendations for legislation will include the national scope of practice. This would provide a minimum “floor” for education and practice, still allowing medical directors to decide practice above the “floor”.

Ms. Teske said that the workgroup engaged in a comprehensive review of education in the state. Mr. Miller said that the Legislative Committee will meet as needed but the Board only meets every other month. He is looking at the timeline for approval of this. Ms. Teske said that staff will write language once approved by the Board. Ms. Teske said that Dr. Satterlee can make the same presentation to the MDSAC. Mr. Miller said that MDSAC needs to approve this before the Board approves it. Mr. Miller said that it may take two years to pass this.

Mr. Lee said that he needs to see the handouts. The MDSAC should approve this before it comes to the Board. Unless this is approved by the MDSAC it cannot move forward this session.

Ms. Burke Moore said that the Executive Committee could recommend approval to the Board. Ms. Burke Moore said that it could make sense to have the MDSAC review and advise the Board of their recommendations.

Mr. Miller said that this should be approved by MDSAC and then referred to the Legislative Committee and then come back to the Board. Mr. Miller asked if there would be objection from the Executive Committee to provide the draft information to the MDSAC.

Mr. Pearson moved that the information be provided to MDSAC for review and recommendation before being presented at the Board meeting. Mr. Lee seconded. Voting yes: Mr. Lee, Mr. Miller, and Mr. Pearson. Motion carried.

## **VII. Other Business**

Mr. Pearson said that he received questions from regional directors regarding an email from Ms. Landucci. The e-mail was asking for a new budget from the regions because of the increased funds received in seat belt dollars. Is this a direction from the Board? As the fiscal agent is this the role of the agency?

Ms. Burke Moore said that there is a significant increase in the amount of seat belt funds. In this fiscal environment we are asking the regions to explain how the funds will be used for EMS programs. This can be a simple paragraph of information. Mr. Miller said that the Board is not involved in this decision.

Mr. Pearson said that a budget was requested. The legislation states that the regional board sets where these dollars are spent. Mr. Pearson said that the state should receive a report on how this is spent. Ms. Burke Moore said that this information is being discussed at the regional boards and we would like to have a report on that information.

Mr. Robinson said that we are required to report on how we spend our seat belt funds. The EMSRB is not the fiscal agent for seat belt funds because this is "pass through" money. There has been some objection to the EMSRB involvement.

Mr. Lee said that he has received a lot of phone calls asking if the Board is requiring this. The Board is not the fiscal agent. Mr. Lee said that there is misleading information. The regions may decide to save some of this funding for future budget cuts. Mr. Lee said that he had reported as required.

Mr. Miller asked what is gained by having them re-do a budget when they report on how this funding was sent? Ms. Landucci said that the reports provided are not detailed on how the seat belt dollars are spent. The amount has doubled.

Mr. Robinson said that we account for the dollars. I provide all the details requested. Ms. Landucci said that it is sometimes hard to interpret the different formats from the different regions. We need information on how this was spent. Ms. Burke Moore said that we are not approving how this was spent, we just want information. Ms. Burke Moore suggested a meeting with grantees.

Mr. Miller said that it sounds like we are changing the reporting requirement in a current contract. We need an Attorney General's opinion. No one will object to accountability. Mr. Miller said that the Finance Committee will need to make a recommendation on this. Ms. Burke Moore said that Mr. Miller and Mr. Lee will have a conflict of interest regarding this topic so that it is appropriate for Mr. Pearson to have this discussion.

Mr. Robinson said that the contract with the EMSRB is only for the EMS grant funds. The seat belt funds are not distributed on this contract. His understanding is that the EMSRB is looking to have prudent information in the face of budget cuts. There is no mention in the contract of the EMS relief funds. Mr. Miller asked that this be discussed at the Finance Committee meeting. Ms. Landucci said that this is included in the regional contract and the contract language has a "tie-in" to seat belt funds. Ms. Landucci will provide the contract language to Mr. Pearson.

#### **VIII. Adjourn**

Mr. Lee moved for adjournment. Mr. Pearson seconded. Voting yes: Mr. Lee, Mr. Miller, and Mr. Pearson. Motion carried.